



**ARIZONA DEPARTMENT OF EMERGENCY AND
MILITARY AFFAIRS**

JOINT PROGRAMS – PURCHASING & CONTRACTING

5636 East McDowell Road, Building M5330, Phoenix, Arizona 85008-3465



JANICE K. BREWER
GOVERNOR

MG HUGO E. SALAZAR
THE ADJUTANT GENERAL

Contract Award/Procurement Summary

TO: Purchasing Manager

Cc: File/Procurement # M9-0015 and Administrative Assistant

FROM: Kathy Eastep

DATE: 4/17/09

RE: Contract Award Recommendation – R2-7-B314 (Invitation for Bid)

PROCUREMENT TYPE: IFB

TOTAL CONTRACT AMOUNT: \$216,887.73 Toyota Lift/\$64,691.21 H & E Equipment

TOTAL SOLICITATION NOTICES ISSUED: 41

TOTAL S/M/WBE NOTICES ISSUED: 25

TOTAL # OF BIDS OR PROPOSALS RECEIVED (S/M/WBE or otherwise): 5

CONTRACT AWARD DATE: 4/20/09

AWARDED CONTRACTOR: Toyota Lift and H & E Equipment

AWARDED CONTRACTOR S/M/WBE CLASSIFICATION (see classification list below for acceptable class) see below

Toyota Lift – SB

H & E Equipment - none

PURCHASE ORDER NUMBER: Toyota Lift 09-1549-ND and H & E Equipment 09-1548-ND

CLASSIFICATIONS – (Enter total number of offers received based on each listed category):

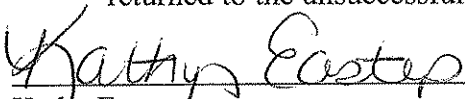
1.0 Small Business (SB) 2; 2.0 Small Business African American (SBAA) ; 3.0 Small Business Asian (SBA) ;
4.0 Small Business Hispanic (SBH) ; 5.0 Small Business Native American (SBNA) ; 6.0 Small Business Other
(SBO) ; 7.0 Small, Women Owned Bus. (SWOB) ; 8.0 Small, Women Owned Bus. African American (SWOBAA)
 ; 9.0 Small, Women Owned Bus. Asian (SWOBA) ; 10.0 Small, Women Owned Bus. Hispanic (SWOBH) ;
11.0 Small, Women Owned Bus. Native American (SWOBNA) ; 12.0 Small, Women Owned Bus. Other (SWOBO)
 ; 13.0 Women Owned Business (WOB) ; 14.0 Women Owned Bus. African American (WOBAA) ;
15.0 Women Owned Business Asian (WOBA) ; 16.0 Women Owned Business Hispanic (WOBH) ; 17.0 Women
Owned Business Native American (WOBNA) ; 18.0 Women Owned Business Other (WOBO) ; 19.0 Minority
African American (MAA) ; 20.0 Minority Asian (MA) ; 21.0 Minority Hispanic American (MHA) ; 22.0
Minority Native American (MNA) ; 23.0 Minority Other (MO) ; 24.0 None 3.

I have reviewed all five (5) bids submitted. In accordance with Rule R2-7-334 F,G (Invitation for Bid) of the Arizona Procurement Code, I have determined Toyota Lift and H & E Equipment's bid is the lowest responsive, responsible bidder based on the factors set forth in the solicitation.


1. The scope of work for this solicitation is to purchase two (2) class V Forklift Camp Navajo
2. I have reviewed all the required written determinations required by either the Arizona Procurement Code or Arizona Revised Statue and have appropriately written and placed those determinations in the solicitation file.

3. The funding for this project is not coming out of State of Arizona general funds. If applicable, the Arizona Department of Administration has approved this expense/contract award.
4. I have verified that none of the vendors I am recommending the award of this contract to have been listed under the Arizona State Procurement Office Excluded Parties List and/or the Excluded Parties List System (EPLS) of the General Services Administration.
5. The Invitation for Bid was issued on 2/10/09 and placed on Enterprise Procurement Services web-site. The solicitation was issued for at least 14 days before the offer due date and time. If a shorter time was necessary, I have written and placed a determination in the solicitation file documenting the specific reasons why this was necessary.
6. The notification of the Invitation for Bid was mailed to the number of vendors indicated above and advertised publicly in the Arizona Cox Publications in accordance with the provisions of the Arizona Procurement Code. The publication date was not less than two weeks before bid opening and was circulated within the affected governmental jurisdiction.
7. Written notice of the solicitation was provided to all prospective suppliers that have registered with the Department of Administration's State Procurement Office for the specific material, service, or construction solicited.
8. The following vendors responded by the solicitation due date and their prices were as follows
(IFB ONLY):

	Item 1	Item 2
Toyota Lift of AZ	\$216,887.73	\$67,891.60
H & E Equip. Services (No Bid)		\$64,691.21
Naumann Hobbs	\$346,018.50	\$64,979.95
Arnold Laveen	\$266,560.63	\$84,844.24
Volvo Construction (No Bid)		\$110,572.61
9. The bids were opened on 3/5/09, officially at 2:00 PM (MST), in the Purchasing and Contracting Office, 5636 E. McDowell Rd., Building M5330, Phoenix, AZ 85008.
10. Each unsuccessful offeror was notified in writing of the award and any required bid security was returned to the unsuccessful offerors.


Kathy Eastep

CONCUR:


Corry Slama, C.P.M., CPPB
Purchasing Manager